**MINUTES, HENDERSON CITY COUNCIL DECEMBER 15, 2021**

Meeting called to order at 7:00 P.M. by Mayor Keith Swenson; present were council members Janet Boese, Randy Tiegs, Steve Sellner and Amy Hardel. Also present were City Attorney Jason Moran, Police Chief Dimitri Ikonitski, Beth Cornish, Adam and Samantha Conrad, Ned and Mary Ann Pilling, Alan and Karen Fries, Henderson Building Inspection Jim Bauman and Matt Young. Rachel Pichelmann attended via phone.

Motion Hardel, seconded Boese to approve of the minutes of November 17, 2021 meeting. Motion carried.

Adam and Samantha Conrad appeared before the planning commission prior to the city council meeting to present plans for the construction of storage structures and request the land in Block 107 to be rezoned commercial. A hearing was held, and the planning commission recommended approval of amending the zoning amendment per the attached December 15, 2021 minutes.

Building Inspector Jim Bauman discussed the requested criteria, a summary was provided in writing after the meeting. 1) Provide site plan showing building locations, elevations, access points, runoff water flow, etc. prepared by a civil engineer to be reviewed by the City Engineer. 2.) When the site plan is signed off by the city submit detailed drawings of the storage units for review. 3.) Maintain a silt fence around the site and silt logs at entrance points. Once approved a building permit for each for each building will be issued.

If the area will have a security fence enclosure include it on the site plan. Please be aware of additional restrictions that may be applied such as hours of operation, security lighting, outside storage restrictions and so forth.

Tiegs reported that the Henderson Fire Department will do a controlled burn on the structures on that parcel.

Motion Swenson, seconded Tiegs to amend the Henderson Zoning Ordnance changing the designation of parcel 35.0332.020 in Block 107 of the Original City of Henderson from R-3 to C1. Motion carried 5-0.

Building Inspector Bauman asked about 2022 building permit rates and fee collection and procedures. Motion Tiegs, seconded Sellner to waive building permit and connection fees for all projects//applications again in 2022 and follow the same administrative procedures as 2021. Motion carried.

Hearing called to order on delinquent utilities. No one appeared during the hearing. Motion Sellner, seconded Boese to approve the assessment list and send end of year unpaid list to Sibley County. Motion carried.

Berberich reported on status of water and sanitary sewer projects. Waiting for additional information before check and documents sent. Motion Tiegs, seconded Sellner to close out project and approve $9,980.92 to GM Contracting and send check upon receipt of proper documentation. Motion carried

Rachel Pichelmann called in and went over design alternatives for the Henderson South Levee Design Flood Mitigation Project. The recommended alternative is the 120’ option. Matt Young from MNDOT commented that the project was going well and on schedule.

Motion Tiegs, seconded Sellner to accept the 120’ design option for completion of the project. Motion unanimously carried.

Project was funded for up to $1.8 million in the 2020 State of Minnesota bonding bill and will be done in conjunction with the Highway 93 road raise flood mitigation project.

Police Chief Ikonitski presented the department monthly report.

City Attorney Moran reported on Metronet contract. Motion Swenson, seconded Boese to approve. Motion carried.

He presented the Songwriter Sanctuary agreement. Motion Tiegs, seconded Hardel to approve this agreement. Motion carried.

Motion Tiegs, seconded Sellner to continue Jason Moran contract through 2022 with the same terms as 2021-Motion carried.

Sellner asked about sale of car (working on getting title, Tiegs indicated there should be one somewhere, he provided it to the city office, if not get a duplicate) and changing locks on city buildings (John Andersen providing a price).

City Administrator went over activity report, S.E.H. trail progress, Mediacom correspondence, ARP fund procedures, Ehlers status, building cleaning and status of appraisals for Sibley County Road 6 land purchases and easements. Berberich will be executing the agreements as submitted.

The City Administrator will solicit proposals to clean the building and grounds at 600 Main Street, no proposals received, working on hiring someone.

Berberich went over sales tax implementation procedures. A resolution to the legislature will be needed by January 31, 2022 if this is going to get on the 2022 city ballot. Based on a Minnesota Department of Revenue analysis $13,000 was generated at the end of 2019.

Mayor Swenson reported that the design team visit was moved to the Fall of 2022.

Boese reported on egress window problems at the library, water issues with seepage, Cathy Engel retired; Joan Heinz donated $3000 for windows.

Sellner reported changes still need to be made in Main Street and general snow removal procedures. Clean Main Street in the morning and investigate wind rowing it. Do not do unnecessary plowing and wear down cutting edges.

Sellner and Berberich reported on park board activities including trails, native grasses, ash bore grant, MNDOT Highway 19 grant, grounds maintenance.

Swenson and Hardel provided a Personnel Committee report with 2022 salary recommendations. Motion Hardel, seconded Swenson to approve the report as submitted with 2022 salaries-Berberich under prior 2022 contract. Motion carried.

Motion Boese, seconded Tiegs to approve the following city bills-motion carried.

|  |  |
| --- | --- |
| BANYON DATA SYSTEMS | $785.00 |
| BOND TRUST SERVICES CORPORATIO | $26,100.00 |
| RACO | $1,890.00 |
| HENDERSON POST OFFICE | $49.40 |
| BRUCE GUSTOFSON | $45.00 |
| CHRISTIAN, KEOGH, MORAN & KING | $1,590.00 |
| CITY OF LE SUEUR | $378.77 |
| DC BRAUN CO | $1,250.00 |
| DELTA DENTAL | $173.96 |
| DIANE FRAUENDIENST | $2,000.00 |
| EVOLUTION MEDIA & DESIGN, LLC | $1,500.00 |
| EXCEL ENERGY | $4,221.32 |
| GM CONTRACTING | $9,980.92 |
| HENDERSON INDEPENDENT | $111.00 |
| HENDERSON POST OFFICE | $400.00 |
| JAGUAR | $422.76 |
| JEFF STEINBORN TECH SERVICES | $364.08 |
| LEAGUE OF MINN CITIES | $1,211.00 |
| MATHESON TRI GAS INC. | $32.42 |
| MEDIACOM | $176.90 |
| MIKE SPELLMAN | $600.00 |
| MN DEPT OF LABOR AND INDUSTRY | $100.00 |
| MN DEPT. OF HEALTH | $1,047.00 |
| MN Valley Electric | $637.78 |
| GOHPER STATE ONE CALL | $32.40 |
| QUALITY SWEEPING SERVICES, LLC | $1,852.50 |
| QUILL LLC | $89.73 |
| SEH | $33,578.53 |
| SK TRUCKING & EXCAVATING | $940.00 |
| SOUTHERN MN INITIATIVE FOUNDAT | $500.00 |
| STREICHER'S | $246.90 |
| THEIN WELL CO. | $275.00 |
| TOSHIBA BUSINESS SOLUTIONS | $44.54 |
| TRUE VALUE | $209.76 |
| UC LABORATORY | $796.48 |
| VERIZON WIRELESS | $117.51 |
| CITY OF LE SUEUR | $6,266.56 |
| DC BRAUN CO | $6,075.00 |
| OmniSite | $144.00 |
| AMERICAN LEGAL PUBLISHING | $1,053.00 |
| CHRISTIAN, KEOGH, MORAN & KING | $1,760.00 |
| JAMES CAMERON | $160.00 |
| NORTHWEST NATURAL GAS | $663.03 |
| NUESSMEIER ELECTRIC, INC | $695.02 |
| UC LABORATORY | $547.58 |

Review of the 2022 proposed budget and tax levy and hearing called to order.

Motion Tiegs, seconded Boese to adopt Resolution 2021-11 approving the 2022 budget. Motion carried

Motion Boese, seconded Sellner to adopt Resolution 2021-12 approving the 2022 tax levy. Motion carried

 Motion Sellner, seconded Hardel to approve the revised meeting schedule-Motion carried.

Mayor Swenson adjourned the meeting at 8:55 P.M.

Respectfully Submitted Lon Berberich, City Clerk.